## **Wyoming Prevention Framework Community Grant Report**

## Attachment B

This report is for this time period

May 1 - September 30, 2007

Please email this report as an attachment to... Substance Abuse & Mental Health Services Division, Wyo Dept. of Health

or 307-777-6494

For information call 1-800-535-4006

Today's Date County

Contract Organization Name

Your Name

Your Mailing Address City, State, Zip Your Work Phone Number Fax Your Work Email Address

7 Receive SAD Comments @ Needs Assessment

Revise Needs Assess/Submit Final

Teton

Curran-Seeley Foundation

Stacey Caesar

PO Box 3371 Jackson, WY 83001 307-413-6883 307-733-0006 staceycaesar@msn.com Please keep both a hard-copy and file copy for your records

			Completed (or notes on amount	Date	
Item	Contract Deliverables	Date due	completed)	Completed	Comments or Notes
	Staff, Board of Directors, Volunteers, Work				
Α	Assignments, and Technical Assistance				
	SPF Staff Hired (report name, percent of time,				
1	email address, phone number)	1-Feb-07	100%	2/1/2007	Stacey Caesar
	Supervise SPF staff/staff evaluation (note dates				
2	and any notes)	Weekley	100%	9/30/2007	Ed Wigg
	Name, title, and phone number of the staff's				
3	supervisor				Ed Wigg, Director 307-733-3908
	Criminal history record compliance (briefly note				
	yes or no if any action was taken this quarterdo				
	not report names)		100%	Mar-07	
5	Staff training and paid travel	30-Sep-07	100%	9/30/2007	All Training Completed
	(list all training paid under the contract, dates, traveler name, amount)				Stacey Caesar - All Regional Trainings, SAPST (Lander, WY March '07), CADCA (Tucson, AZ July '07) and OJJDP (Orlando, FL August '07)
	Notify the Division of any board of				
6	directors/staffing changes	Yes	100%	9/30/2007	
	Other Contract Work Agreements (report details)	Yes	100%	9/30/2007	
	Complete agreement with SPF-TAC	Yes	100%	Aug-07	
9	Other				
В	Needs Assessment Activities				
1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%	3/6/2007	Casper, WY
		Feb or March		•	
	Needs Assessment Instrument Received	2007	100%	Mar-07	
3	Data Collection		100%	Apr-07	
4	Data Analysis		100%	May-07	
5	Priorities Identified		100%	May-07	
6	Needs Assessment Sent to SAD	1-Jun-07	100%	Jun-07	
_			10001		

	Revise Needs Assess/Odbinit i indi				
8	Other				
			Percent	Date	
tem	Contract Deliverables	Date due	Completed	Completed	<b>Comments or Notes</b>
	Community Infrastructure Activities				
	Community Advisory Council Activities				CAB has met on a regular basis in order to complete
1	briefly list CAC activities	9/30/2007	100%	9/30/2007	Needs Assessment and Strategic Plan.
	Community Advisory Council Meetings				
2	List dates & number of people who attended	9/30/2007	100%	9/30/2007	Members listed below
	See below for membership report				
	Dudget and Funding Aggressed by OAO (5415-8)				
	Budget and Funding Approved by CAC (attach	0/00/0007	4000/	0/0/0007	
_	minutes)	9/30/2007	100%	8/8/2007	
	Community Resource Assessment				
4	note date and attach report	9/30/2007	100%	Sep-07	Included in Strategic Plan
5	Present Findings/Process to Community	9/30/2007	100%	9/13/2007	Presented to Communities Mobilizing Coalition

100%

Jun-07

15-Jun-07

	(Optional) local SAPST and/or CADCA Training for			March 2007 &	
6	SAC/Community	9/30/2007	100%	July 2007	Listed Above
					Community was involved through participation by both
					the CAB and Communities Mobilizing - meetings are
	Briefly describe how the community was involved				advertised in the newspaper and on the internet.
	in the SPF process during this reporting period	9/30/2007	100%	9/30/2007	Newspaper ad was also placed in September 2007.
8	Other CAC/Infrastructure				
D	Strategic Planning Activity				
	Attend Strategic Planning Training	Jul-07	100%	27-Jun-07	Lander, WY June 26 & 27, 2007
	Receive Strategic Planning Materials from SAD	Jul-07	100%	27-Jun-07	
	Research Evidence Based Strategies	9/30/2007	100%	Aug-07	
	Match Strategies to Data/Needs	9/30/2007	100%	Aug-07	
	Write Strategic Plan	9/30/2007	100%	Aug-07	
	Submit Strategic Plan to SAD		100%	Sep-07	
	Receive SAD Comments/Revise/Final Plan	31-Aug-07	100%	Sep-07	
	Other				

			Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
E	Implementation (only with SAD approval)				
_	Deliverables and Assurances				
F	Deliverables and Assurances				
	Reports For February 1 - April 30	1		I	
1	May 15: Submit this report to SAD	15-May-07	100%	5/15/2007	
	May 15: Submit Expenditure Report to SAD	15-May-07	100%		
	May 13. Submit Experience Report to SAB	13-Way-07	10078	3/13/2007	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07	100%	Aug-07	
	ouly on outsing out to or annion.	0.00.01	10070	7.ug 01	
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07	100%	Jul-07	
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07	100%	9-Oct-07	
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07	100%	10-Oct-07	
	Complete evaluation agreement with WySAC	30-Mar-07	100%	Mar-07	
	Provide any other evaluation information				
	Submit any requested data				
	Obtain Chapter 16 Prevention Certification				
11	On-Site evaluations or reviews	9/30/2007	100%		
	Deat On a company and a death of the control of the CDE			March 2007 &	
40	Post 2 newspaper ads/articles about the SPF grant	0/20/2027	4000/	September	Conice Attached
12	(attach copy)	9/30/2007	100%	2007	Copies Attached

			Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
G	Other Information				
	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant	9/30/2007	100%	9/30/2007	Supervision and participation in both the CAB and Coalition.
	Restricted activities (report any approval requested and received for these)	3,50,=53.	10070		
	fairs/brochures/educational materials	9/30/2007	100%	5/5/2007	Teton County Health Fair
	media				
	Please note any <b>significant</b> changes from the				
3	budget submitted in the application.				No Significant Changes
	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				The results of our Needs Assessment were unique and the process that our coalition has made towards the reduction of alcohol at community events has been significant and noted in our weekley paper.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				Summer months - lots of our CAB and Coalition on vacation.
6	Please briefly list any significant changes or information related to this grant				No Significant Changes

Please provide input and recommendations about	
technical assistance provided by SAD and SAD	
7 contractors	We have only had our TA for 1 month - so far, so good!

## COMMUNITY ADVISORY COUNCIL

_	COMMUNITY ADVISORY COUNCIL				
	Member's Name	Date first joined	Number of meetings attended (total to date)	Please note if this is a representative of the sectors listed on page 6 of the application instructions.	Agency or Constituency Represented
	Ed Wigg	2/1/2007		Yes	Curran-Seeley Foundation
	Terri Gregory	2/1/2007		Yes	Teton County Public Health
	Jean Coldsmith	2/1/2007		Yes	Teton County School District #1
	Cindy Knight	2/1/2007	5	Yes	Teton Youth and Family Services
	Jen Simon	2/1/2007		Yes	Community Member
	Deb Sprague	2/1/2007		Yes	Community Counseling Center
	Sarah Mitchell	2/1/2007		Yes	Teton County
	Dan Zivkovich	2/1/2007		Yes	Jackson Police Department
	Julia Heemestra	2/1/2007	6	Yes	Tobacco Prevention Program
	Ruth Moran Rooks	2/1/2007	3	Yes	Educator
	Pier Trudelle	2/1/2007	5	Yes	21st Century SIG
	Peggy Marie Smith	2/1/2007	1	Yes	Community Children's Project
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